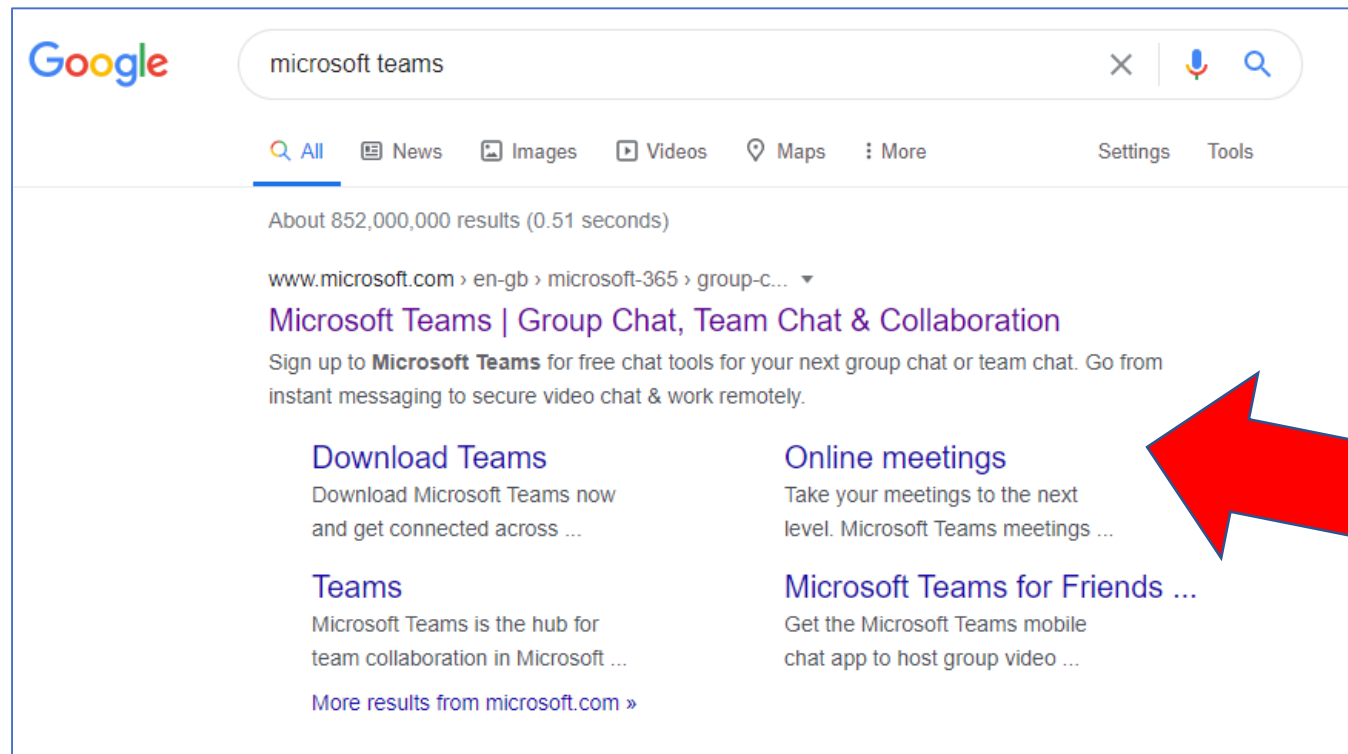


Accessing Teams at home for Live Lesson Experiences

What devices can I access teams on?

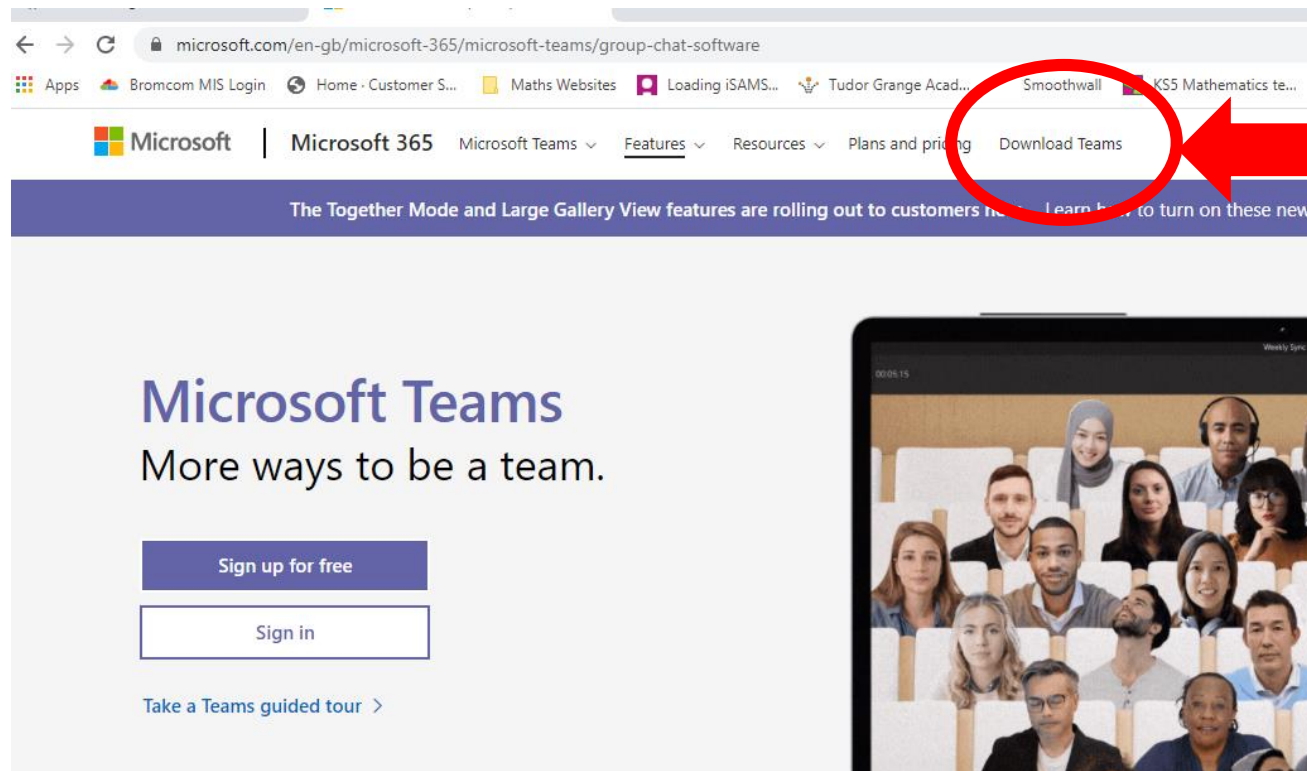


The screenshot shows a Google search for "microsoft teams". The search bar contains "microsoft teams" and the search button is visible. Below the search bar, there are navigation options: "All", "News", "Images", "Videos", "Maps", and "More". The search results show "About 852,000,000 results (0.51 seconds)". The top result is from "www.microsoft.com" and is titled "Microsoft Teams | Group Chat, Team Chat & Collaboration". The description says "Sign up to Microsoft Teams for free chat tools for your next group chat or team chat. Go from instant messaging to secure video chat & work remotely." Below the title, there are four links: "Download Teams", "Online meetings", "Teams", and "Microsoft Teams for Friends ...".

Teams can be accessed on phones and tablets but **it is much better if you use a desktop app.**

Search for 'Microsoft Teams' in google and it will be the top result

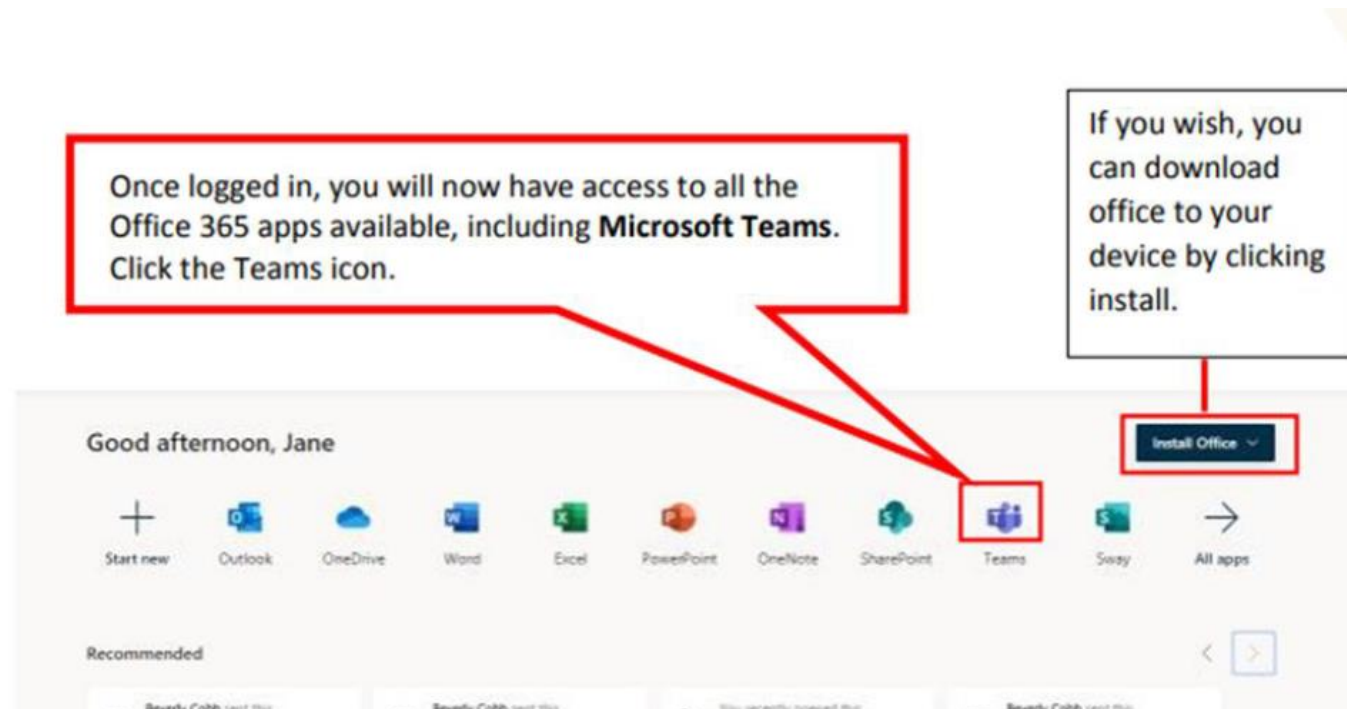
Downloading the teams desktop app



To download the client app, click on 'download teams' and install

OR

Log into Office 365 using your school account details. You can access teams and download the software from the bar along the top



Signing in

To sign in you will need your usual school login and password.

However you will need to add the school email address to your login



Sign in

Your school login@solihull.tgacademy.org.uk

No account? [Create one!](#)

[Can't access your account?](#)

[Sign-in options](#)

Back

Next



← tpole@solihull.tgacademy.org.uk

Enter password

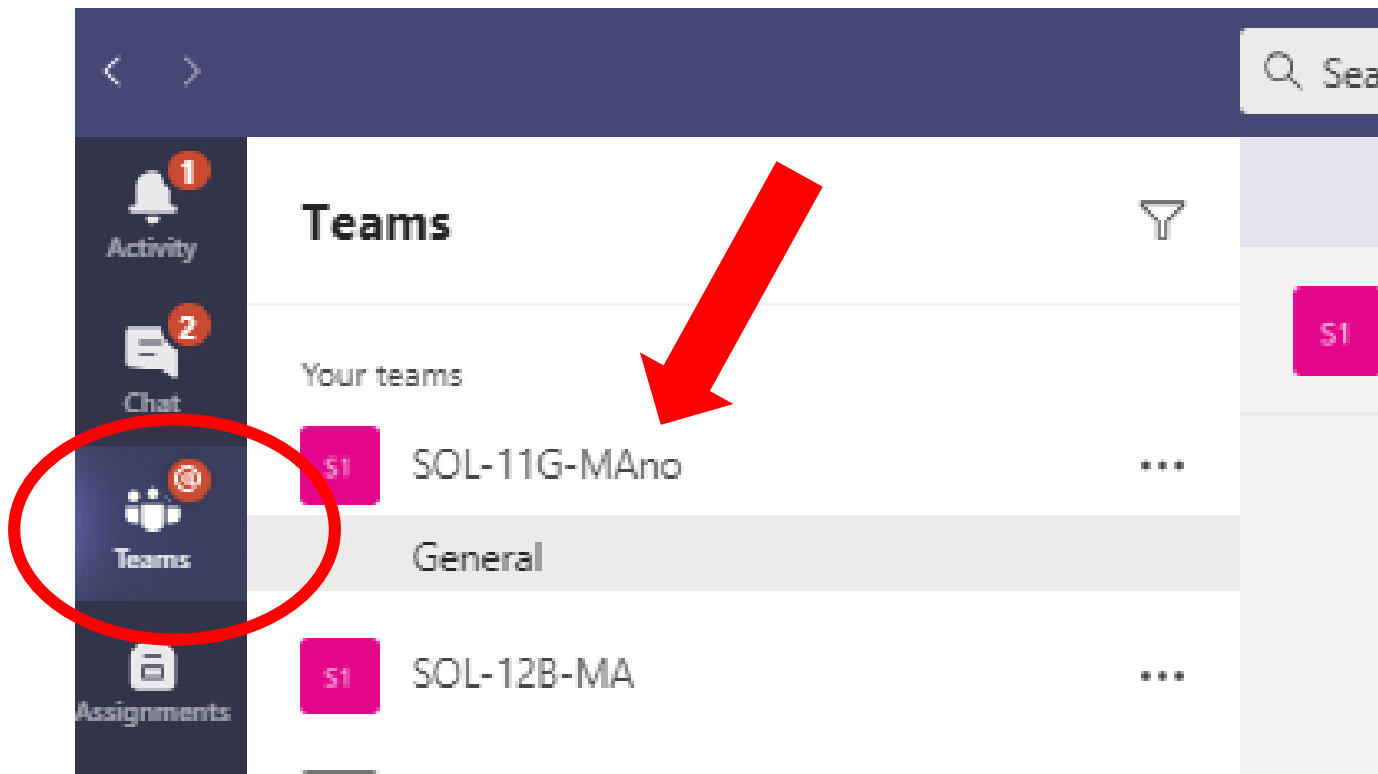
Your usual school password

[Forgot my password](#)

Sign in

Welcome to the Tudor Grange Academies Trust
Office 365 Login Page.

Accessing you classes



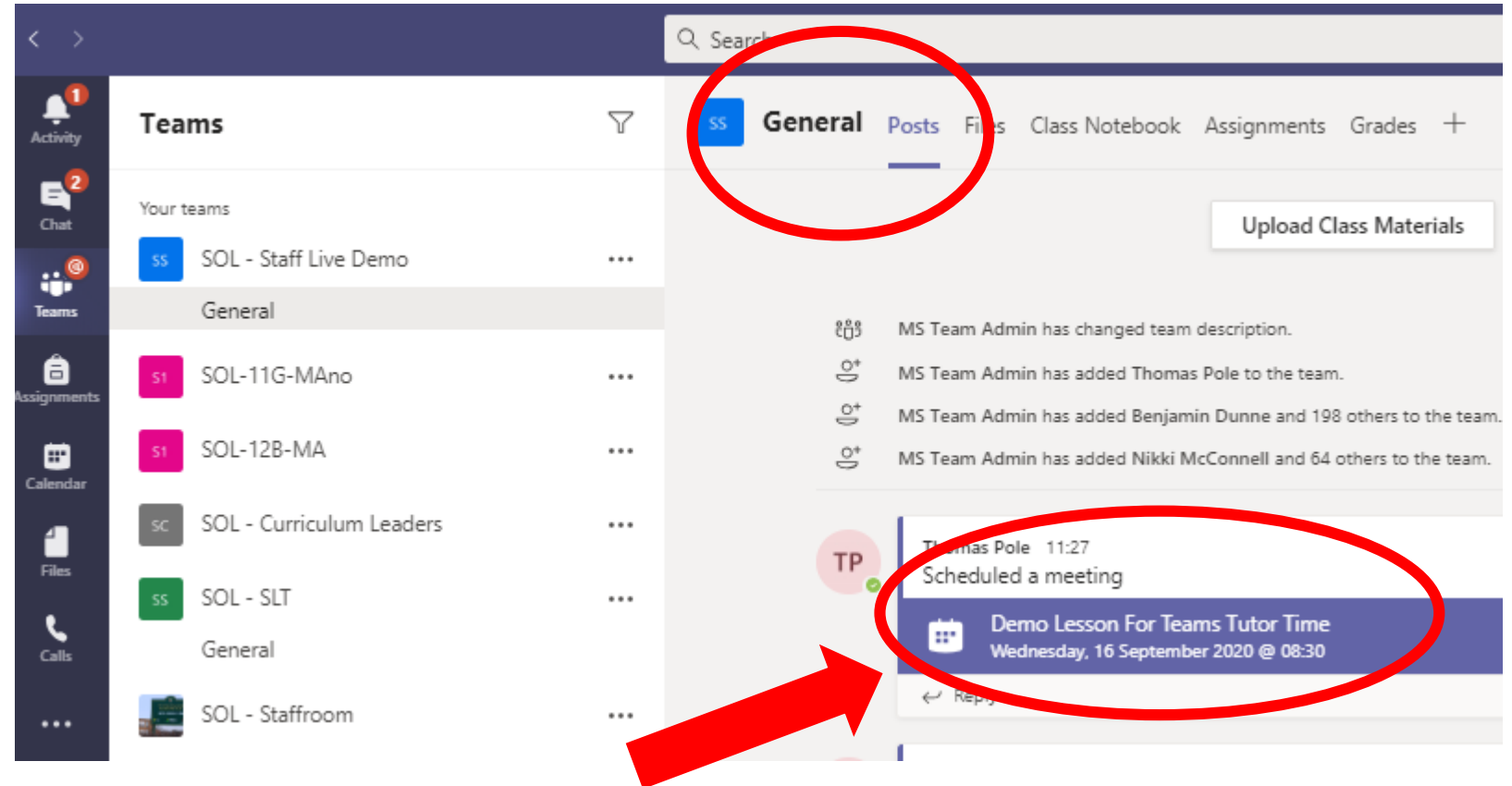
Selecting 'teams' in the column on the left should bring up all of your classes

Attending a live lesson experience 1

Your teacher will inform you on SMH if you have a teams live lesson

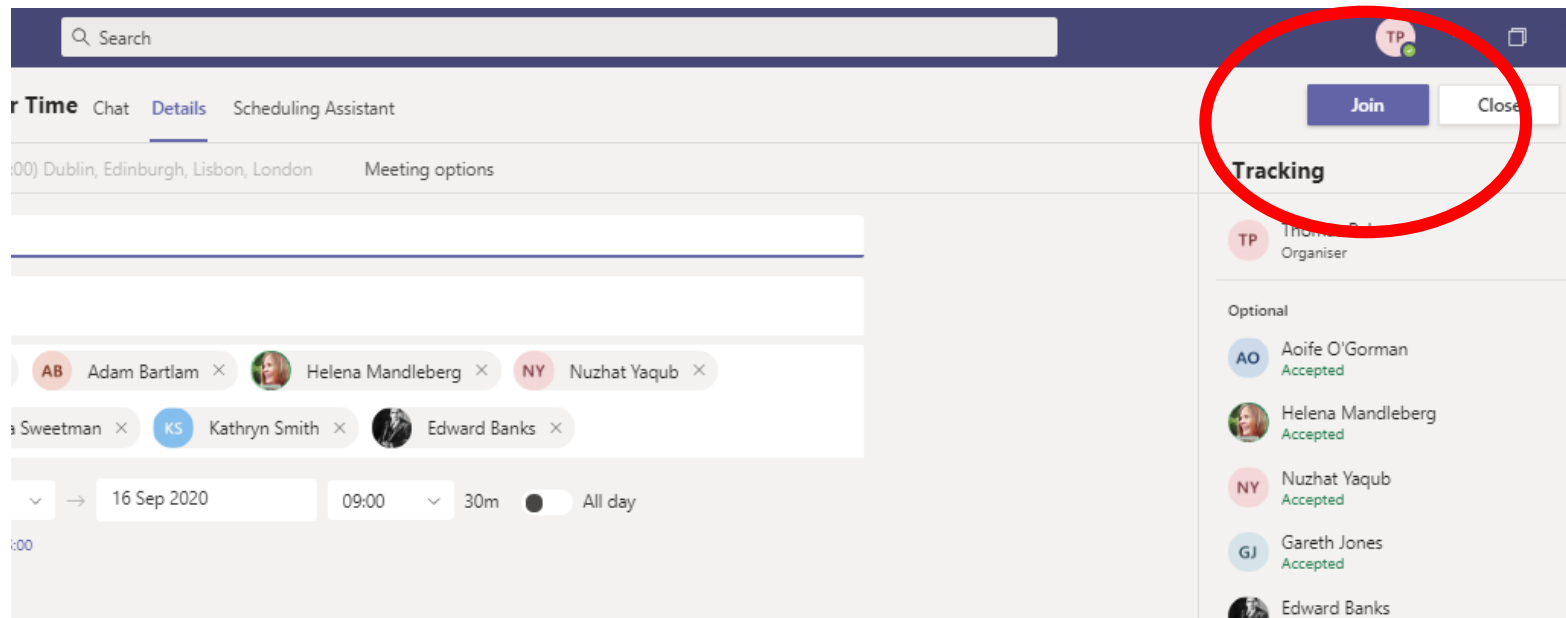
If you select the team for your class the lesson link will appear in the thread under the 'posts' tab.

You will also receive an invite through your school email



Attending a live lesson experience 2

Once you click on the meeting you will be taken to a screen that gives you the option to join the lesson



When you join the meeting please mute your microphone but leave your video on

During the live lesson experience

At the top of the screen there are a number of actions you can access during the live lesson experience

Join the chat conversation

Change your video and mic settings



Put up your hand

Share your screen if instructed by your teacher

Click on here to blur your background

Live Lesson Expectations



Please turn off your mic and turn on your camera

Your teacher may ask you to switch them back on/off when they would like you to contribute and to check your understanding. You should replace your profile picture on TEAMS and should leave it as your initials.



Open up the chat bar

This is where you can ask for help and where your teacher might post activities. Please only use the chat bar when interacting with your teacher and consider your language choice (be formal).



This lesson is being recorded

Please don't behave in a way that you would be embarrassed by if it were replayed to your parents. You should hold yourself to the same high standards as you would in a classroom.

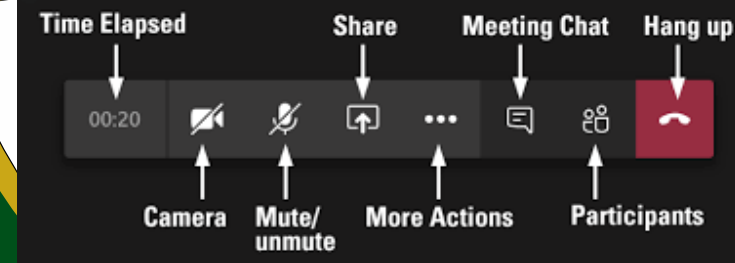


Wait patiently for the lesson to begin and show the Tudor Habits throughout

This lesson will not be the same as if you were in the classroom. However, your teachers will be doing their best to include you in the live learning episodes of the lesson. You need to ensure you are making the most of the learning opportunities in the lesson by asking questions, checking and reviewing your own work carefully and sharing any difficulties you are having with your teacher.

THE CHARACTER HABITS

Honesty and Truthfulness
Kindness and Empathy
Responsibility and Integrity
Generosity and Gratitude



THE LEARNING HABITS

Positive Self Regulation
Process Not Product
Open to Failure and Feedback
Courageous and Gritty